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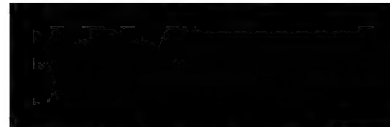
20 March 1951

MEMORANDUM FOR: ACTING CHIEF, FINANCE DIVISION

SUBJECT: Audit Policies Governing Unvouchered Funds

1. In a recent conversation with the Comptroller, you made the statement that in some respects the audit policies, criteria and requirements governing expenditures of unvouchered funds were more restrictive than those applicable to vouchered funds. Consistent with this statement, several persons from the covert offices have made similar statements in the past year.
2. It would appear highly desirable to determine the exact nature of these alleged variations and to eliminate them wherever possible as it is obviously undesirable that this Agency have varying policies and procedures governing the same types of expenditures.
3. It is suggested that a comparative study be specifically made of possible variations of vouchered and unvouchered audit standards governing travel expenses, and, in particular, the use of taxicabs. I believe that the standards under which taxicabs may be used for reasons of security are well established. However, there appears to be no positive statement in Agency Regulations as to when taxicabs may be utilized as being in the best interests of the Government where security is not the predominant factor. This means that taxicab expenses are allowed or disallowed on the basis of the justifications presented by the persons submitting the vouchers. It is suggested that you prepare a list of circumstances which the Finance Division and the Audit Division normally consider adequate. A similar list secured from the Fiscal Division will provide a basis for comparison and elimination of inconsistencies in practice.


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Deputy Comptroller

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